



# Helping Hands

*Free, caring, professional advice*

Helping Hands Community Trust

Annual Report & Accounts

3rd April 2023 to 31<sup>st</sup> March 2024

Charity No.: 1093415

Company No.: 04343050

The Trustees are pleased to present their annual directors' report together with the consolidated financial statements of the charity for the year ending 31<sup>st</sup> March 2024 which are also prepared to meet the requirement for a directors' report and accounts for the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK & Republic of Ireland (FRS 102) (effective 1 January 2015)

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## **Chair's Report**



We continue to help those in our community who are being impacted by the ongoing consequences of the cost of living crisis, the increasingly complex and drawn out processes that those seeking help have to deal with and fact that many are having to reach out for help for the first time in their lives.

On a daily basis we are seeing people who have nowhere else to turn for help and advice, many experiencing a sense of shame for needing the support they are seeking.

As a Trust we are passionate about providing an empathetic, face to face service. One where the client feels valued, respected and listened to. A space where they feel safe and able to open up about all the problems they have.

We are proud that our team of paid and volunteer staff and Trustees continue to passionately support all those who come to us, with compassion, respect and sometimes humour, we are always humbled by the feedback we get from our clients about the service we provide.

As a small, community charity we continue to be challenged around the funding of our service. We are very grateful for the ongoing support from many in the community (faith groups, businesses and individuals) as well as grant making trusts. More information on our funders is contained in this report but without this level of support we could not exist.

It is fair to say that along with many small charities it is becoming increasingly difficult to access adequate funding. Local authorities are under significant budget cuts which is impacting their ability to support and there is a growing trend for other organisations to only support new projects or they focus on larger national charities.

We actively support organisations such as NCVO and Centre of Social Justice who are calling out the funding crisis in the sector. Our voice needs to be heard if we are to continue to support those most in need.

We have however continued to receive financial support for specific projects/services. We believe this is an indication of the quality of service we provide.

We are mid way through the funding from the National Lottery Communities Fund which is enabling us to transition to a more appropriate management structure, including our CEO post.

Our funding through Oadby & Wigston Borough Council is now continuing through to at least 2026 (albeit on reduced terms).

Funding via the national Multiply Project (via Leicestershire County Council) is now in its final year, this has allowed us to provide numeracy support for our clients who need skills to be able to budget for themselves on an ongoing basis.

We have also received funding via Independent Age, an organisation seeking to support those over state pensionable age. This has allowed us to employ an outreach worker who is active in the community ensuring that people have a clear understanding of things such as pension credits. This funding ends in November this year. However the value of having an outreach worker has been seen and we will be looking to identify ongoing funding for such a worker.

We also continue to be funded by Trussell Trust and Leicester South Foodbank to provide benefit and debt advisors in their local foodbanks. This work is to continue into 2026.

On a daily basis I am amazed at the way that our team respond to the challenges they face in helping their clients.

It is the team we have which makes the Trust special.

We are looking at new ways to make things simpler for our team to support their clients, reviewing the systems, processes and policies we have, through ensuring we are offering training that will help them develop in their roles. As part of this we are close to moving to new premises which will improve the working environment in South Wigston.

These are exciting times for the Trust. We have a new CEO, Amy Davies, who is bringing a wealth of experience and ideas to the Trust.

I hope you find this report informative and useful. As ever if you wish to contact me with suggestions, proposals or indeed offers of financial support please do not hesitate in contacting me.

Nigel Swan  
Chair of Trustee Board  
[nswan@helpinghandscentre.co.uk](mailto:nswan@helpinghandscentre.co.uk)

## **Service Delivery Manager's Report**



We began the financial year by continuing to run an appointment only system at our South Wigston office, until making the decision to return to a drop-in service from June 2023. This was to bring our SW service in-line with our surgeries at The URC in Wigston Magna and at the Trinity Methodist Church in Oadby, to implement consistency across the borough.

Unfortunately, due to Covid-19, DWP were still experiencing a backlog, and claim decisions were taking a lot longer than anticipated, but we have continued to experience a high demand of PIP claims, where form-filling assistance is required. We have been struggling to keep up with the current demand even with six volunteer form fillers, and are still finding a full diary with no availability for approximately 6-weeks. When PIP forms are ordered over the phone, DWP only give clients 2 weeks to complete and return. An extension can be requested, but again, only a further 2 weeks are given, which is still making it almost impossible for us to fulfil the 4-week maximum request unless we have a cancellation available.

We also carried out training for the migration of Child Tax Credits and Working Tax Credits (legacy benefits) administered by HMRC over to DWP Universal Credit. So not only are we dealing with a higher demand for disability form filling, we also have the aftermath of Covid-19 and their backlog of decision making, what seems a never ending cost of living crisis and now DWP have decided to migrate legacy benefits over to Universal Credit, which will take up to 2029 to complete across England.

Many clients were given notice of the changes to HMRC & DWP benefits via a leaflet, explaining the migration process, but some clients thought they were being given a choice, therefore, causing their legacy benefits to stop and being without money. We felt there was a need to advertise this change and to train all staff for the future changes so they would be able to clearly explain the process to our confused and distressed clients.

The migration continues, and the next legacy benefit to move over to Universal Credit will be those receiving Income Related (means-tested) Employment and Support Allowance, and unfortunately, clients will not be given a choice, as it will be a mandatory process for ALL benefit claimants to be on Universal Credit by the end of 2028. DWP have reported a possible change to bring forward those dates by 12 months, so changes could be forced from as early as summer 2024.

For reassurance, no claimant will receive less money than their current legacy benefits, and will be guaranteed the same money for up to 12 months from their transfer date, but this is not eliminating the distress and deterioration of our clients'

mental health, worrying about their benefits and a possible delay where they may be left for weeks without money.

Our mental health recovery coaches have been continuing their essential work with great success, being rewarded positive feedback from clients receiving their vital recovery coaching during very distressing times in their personal lives, and during critical times for the NHS and their reduction of mental health services.

We have also had great success with our appeals and tribunal work, and our two amazing volunteers who spend hours of their own time researching and writing submissions to support and represent our clients at Tribunal.

We also continue to deliver our Multiply Project funded by Leicestershire County Council. Provide welfare benefits and debt advice to Trussell Trust foodbank hubs across Leicester and Leicestershire, funded by Leicester South and Trussell Trust Foodbank. We also secured funding for a third project, delivering welfare benefits and debt advice to clients aged 65+, funded by Independent Age. All three projects have been a great success, and we continue to maintain valuable working partnerships.

Mandy Murgatroyd  
Service Delivery Manager  
[amurgatroyd@helpinghandscentre.co.uk](mailto:amurgatroyd@helpinghandscentre.co.uk)

## **Overview of the Charity**

### **Background**

The Helping Hands Community Trust is a charitable company, limited by guarantee, and was established in 1997 as a Strategic Partnership response to an identified need for easy access to free independent advice, care and support to impoverished and vulnerable people, living within the Borough of Oadby and Wigston, neighbouring villages and rural communities.

To date, the Trust has helped over 140,000 clients and dealt with more than 250,000 advice enquiries. Our paid advisors and volunteers support people face to face to identify and prioritise their needs in relation to specialist advice on welfare benefits and rights, representing clients at appeals and tribunals, debt management and housing and we advocate on behalf of the client, with their consent, with debtors to help reduce their debt. We also have access to free legal advice in relation to employment law, family law – divorce, separation and child contact, personal injury and clinical negligence. Our services are easily accessed and free at the point of delivery.

We are fortunate to be working in places where there are fantastic organisations working to support their communities. We recognise that working closely with other organisations we can help more people across a wider range of subjects. We work with the Local Area Co-ordinators (LACs), the social prescribing teams working for the local PCNs and the relevant departments within the local councils. We work alongside the foodbank teams working as part of Leicester South Foodbank (part of Trussell), Oadby Foodbank and the Feed the Hungry mobile pantry.

Working alongside such groups allows us to support those who may feel unable to attend a drop in advice centre. We aim to make any referrals/signposting as simple for the client as possible.

Having implemented AdvicePRO, a client information database, the Trust produces reports and statistical analysis of local needs, issues and trends that affect residents. This is crucial to allow us to measure our impact and to help in applying for grants or new funding.

As an advice centre we prioritise face to face support. We believe this helps us to build a relationship with those seeking support, and allows space to understand some of the root causes of the issues they are facing.

We operate daily drop in services in Oadby & Wigston – on a Monday, Wednesday & Friday in South Wigston, on a Tuesday in Oadby, and Thursdays in Wigston Magna. These operate between 10am and 1pm

This is supplemented with booked appointments for more complex issues and form filling.

Other members of our team are based at foodbanks and provide advice on issues around welfare benefits and debt.

We are regularly present at various community events and meetings to offer advice and support.

Our advisers are trained as 'active listeners' and are highly regarded as being 'people centred' professionals, who are considerate, compassionate and inclusive when responding to the needs of clients.

All our services conform to a set of standards, are audited, and accredited by the Advice Quality Standard (AQS). This accreditation is audited every two years. We were successful in renewing our accreditation in June this year.

The Trust is proud to work in the community, having been set up by the community, for the community. It is active in ensuring everyone is aware of the services it provides and that the services are accessible to all.

## **Mission**

### **Our Vision**

"The Trust will engage with residents, partners and stake holders in a social enterprise, where we harness public, commercial, private, faith, charitable and voluntary sector resources, locally and regionally, to advise, empower and protect the interests of vulnerable residents who are socially disadvantaged or excluded by poverty, deprivation, age, unemployment, being homeless, incapacity, poor health, crime, domestic abuse or lack of educational opportunity."

### **Our Mission Statement**

"The mission of the Helping Hands Community Trust is to serve, empower, enable, advise and assist people in resolving social problems and meeting needs arising from deprivation and poverty."

### **Aims and Objectives**

The aims of the Trust are:

- To be people centred and provide access to free, independent, impartial, professional and confidential assistance and advice services. To help alleviate hardship and poverty.



- To be open and accessible and to treat all people fairly by promoting equality, respecting diversity and by challenging harassment and discrimination.
- To provide a compassionate service which follows the client's problems through to conclusion.
- To be proactive in resolving problems rather than signposting clients. We will support them through advocacy, case work and follow through to resolution.
- To empower and enable people to take ownership of their problems and difficulties and support them in working towards their resolution.
- To develop the Trust as a Social Enterprise that informs and shapes social policy.
- To identify and access the 'Social Capital' that is available within the community.

### **Service Users**

Although operating from a base in Oadby & Wigston, the Trust is seeing a widening spread of clients coming to us. This is due to a number of reasons:

- Our work with Leicester South Foodbank and The Well in Kibworth has broadened our reach.
- We border neighbouring areas with significant deprivation – such as Blaby and Leicester City.
- A reduction of similar services which provide face to face support.
- Increasing needs resulting from COVID and the cost-of-living crisis

### **Staff and Volunteers**

The Trust is managed by a Board of Trustees (volunteers). This reflects the needs of the Trust in relation to the governance being both a registered charity and a limited company.

The paid staff are made up of a mixture of part-time and full-time employees along with a group of dedicated and experienced volunteers. We recruit part-time advisors as the role is demanding and draining in terms of emotional resilience. We have the welfare of our staff, volunteers and clients at the heart of everything we do.

Funding is a mix of restricted and unrestricted grants, and we work closely with Trussell Trust and the Leicester South Foodbank, Oadby and Wigston Borough Council and our grant makers such as the National Lottery.

Those funded via the unrestricted funds will tend to be generalist advisors and will operate from one of the weekly drop-in services held in Oadby & Wigston.

Volunteers are critical to the Trust who in return, will also gain new skills and knowledge. Tasks for volunteers range from 'meet & greet,' administration, form filling, mental health support, and tribunal case management. They bring a wide range of experience to the Trust and provide additional support to the paid team. Some of our volunteers have 'lived experience' so know how needed the service is and the impact the charity can have on the local community.

## **Operations**

The core activity of the Trust is based around drop-in sessions 10am to 1pm Monday to Friday. These take place at the South Wigston office (Mondays, Wednesdays & Fridays), Oadby Trinity Church (Tuesdays) and Wigston URC (Thursdays).

In addition to the drop-in services, appointments are made for more complex cases and form filling (PIP, Attendance Allowance etc).

Clients come to us through a variety of ways, with many attending as a result of a recommendation from one of their friends or family who have also been helped by HHCT. People also hear about the services provided on social media and through its partnerships. The Trust also makes use of its website to provide information ([www.helpinghandsadvice.co.uk](http://www.helpinghandsadvice.co.uk))

The Trust also employs a number of support workers – welfare benefit and debt advisors working with the foodbanks, and a numeracy specialist (working on the Multiply project). It also employs a Mental Health Recovery Worker who works alongside those clients who are struggling to play a full part in society.

We receive referrals from several partners – such as the foodbanks, Oadby & Wigston PCN, The Hub Club, the local Council - for whom we will provide data management reports to demonstrate the actions taken and the benefits achieved.

## **Helping Hands Community Trust Team (Apr 2023 – Mar 2024)**

### **Paid Employees**

Beverley Radcliffe	Chief Executive Officer (CEO) – left 23rd Feb 2024
Amanda Murgatroyd	Service Delivery Manager
Sally Betteridge	Office Manager – started 4th Sept 2023
Stacey Major	Mental Health Recovery Coach
Amirah Ali	Receptionist
Emma Hall	Administrator
Nilesh Kotecha	General Advisor
Halimah Rehman	General Advisor
Rosie Martin	Welfare Benefits Advisor – left 7 <sup>th</sup> March 2024
Richard Bray	Debt Advisor
Rupert Ward	Foodbank Team Navigator
Sue Nice	Welfare Benefits Advisor – started 15 <sup>th</sup> May 2023
Saira Khamkar	Debt Advisor – started 24 <sup>th</sup> July 2023
Sophie Clarke	Welfare Benefits Advisor – started 13 <sup>th</sup> Feb 2024
Ketna Mistry-Chauhan	Outreach Worker – Multiply Project
Andrew Richardson	Outreach Worker – Independent Age – started 29th Jan 2024

### **South Wigston (Volunteers)**

Tony Watson	Receptionist/Trustee
Lisa Ambler	Receptionist – started 3 <sup>rd</sup> July 2023
Penny Barratt	Disability Benefit Specialist
Angela Roberts	Disability Benefit Specialist – started 8 <sup>th</sup> Nov 2023
Jane Jackson	Mental Health Recovery Worker
Helen Healy	Appeals/Tribunals administration started 14 <sup>th</sup> Feb 2024
Nick Sumner	Form filling/Trustee
Kathy Oliveira	Appeals & Tribunal Specialist
Les Gill	Counselling/Trustee (Vice Chair)

### **Oadby: Trinity Methodist Church Surgery (Tuesdays) - Volunteers**

Lesley Thornton	General Advisor/Trustee
Nigel Swan	Admin Support/Trustee
Peter Howgate	Disability Benefit Specialist
Francis Cullen	Receptionist
Wing Li	Disability Benefit Specialist
Krupa Vadher-Dasani	General Advisor

**Wigston Magna: Wigston Magna URC Surgery (Thursdays) - Volunteers**

Jane Christie

Disability Benefit Specialist

Paula Davenport

Receptionist/Advisor – started 9<sup>th</sup> Nov 2023

Mo Heneghan

Disability Benefit Specialist – started 14<sup>th</sup> Sept 2023

In addition the team support sessions on a regular basis including at:

The Hub Club – Kings Centre, Bull Head Street, Wigston

The Well – Kibworth

Oadby Foodbank – Trinity Church, Oadby (fortnightly)

Various Leicester South Foodbanks – city and county

Feed the Hungry mobile pantry – Earl Shilton and Burbage

## Core Data – April 2023- March 2024

### No. of Clients

Clients	LY		
Male	931	42%	660
Female	1262	57%	1020
Non Binary	4	0%	0
Total	2197		1682

### Age Range of Clients Seen

			LY	
0-16	9	1%	13	1%
17-24	56	3%	47	3%
25-34	169	10%	116	7%
35-49	436	26%	288	17%
50-64	607	36%	388	23%
65-70	213	13%	367	22%
71-75	120	7%	Incl in 65-70	
76-80	62	4%	Incl in 65-70	
81+	95	6%	Incl in 65-70	
Not Specified	430	26%	463	28%
Total	2197		1682	

### Geographical Distribution of Clients

Areas	Clients		2023		2022
Blaby	213	10%	141	8%	9%
Charnwood	93	4%	81	5%	
Harborough	139	6%	99	6%	
Hinckley & Bosworth	47	2%	25	1%	
Leicester City	564	26%	344	20%	25%
Melton	1	0%	1	0%	
NW Leicestershire	13	1%	14	1%	
Oadby & Wigston	1099	50%	947	56%	57%
Out of Leicestershire	28	1%	30	2%	
Total	2197	100%	1682	100%	

## **Financial Outcomes**

	Clients	Outcome
Community Care	15	£18,105
Debt	130	£865,753
Family	2	£16,813
Foodbank	11	£614
General	4	£13,098
Housing	2	£4,890
Tax	1	£370
Welfare Rights	502	£1,760,416
Total	667	£2,680,058

## **Case Studies**

### **Number 1**

<b>Client Profile &amp; Case Background:</b>
CL is a vulnerable single male, 74, living in social housing. He is registered blind and suffered a brain injury following a stroke in 2019, which has affected his memory.
<b>Summary of Issues &amp; Needs Assessment:</b>
<b>Problem:</b> CL has been struggling to keep on top of his finances following his stroke, and the subsequent breakdown of his marriage. Helping Hands have been working with him since 2019, to help him with debt management and with accessing his welfare benefit entitlements.
<b>Resources:</b>
<b>Internal- Offered</b>
Phonecalls and speaking on behalf of the client in calls to the DWP. Being his voice.
<b>Options Discussed, Advice Given &amp; Actions Taken:</b>
Another team member originally helped the CL to apply for Pension Credit over the phone on 25/1/2024. Follow up calls were made to the CL throughout February to check progress, but the CL did not reply. I spoke to the CL 14/3/24 and met with him at HHO on 22/3 to call PC helpline to try and understand why the CL had not anything back about his claim. We were told there was a backlog, but the CL should hear back within 10 working days.  As the CL did not hear back from PC we called them again on the 18/4 to chase. We were finally told that the claim had been placed on hold since February pending a residency test: the CL was required to submit evidence of his residency status to the PC office, although they had not communicated this to the CL. The PC office said they would send a letter to the CL, with a pre-paid addressed envelope for the CL to use for his documents.  Unfortunately, this letter never arrived and so we called PC again on the 02/5/24 and we were given an address over the phone to which the documents could be sent. I made copies of the relevant documents and sent them to the PC office on behalf of the CL.
<b>Outcome:</b>
After 5 months and wait and four lengthy phone calls, the CL was awarded Pension Credit which was backdated to 26/10/23, giving him a weekly payment of £51.81 and a backdated payment of £1,610.13. The CL was very grateful for our support.

## **Number 2**

### **1. Profile of Client:**

60 years old client reached out for help completing her PIP form . Client lost her husband suddenly last year and was struggling with her mental health .

### **2. Summary of issues:**

Client had a fall two years ago and had to have an operation on her shoulder . The operation caused a lot of ligament damage and now she can not drive or carry out daily tasks like she once could. She also suffers from depression and anxiety , finding herself alone and overwhelmed after her husband suddenly passed away last year. Client is having intense physio and is currently unable to work .

Client initially approached CAB but they didn't follow her up and I said we would be more than happy to help her to get her forms sorted .

### **3. Options Discussed; Advice Given and Action taken:**

Completed the PIP form . Client needed a lot of reassurance throughout as was anxious about any assessment .

I explained the assessment process , helping to put the client at ease.

### **OUTCOME ;**

Client received the daily living component at £68.10 per week with a back pay of £1400.  
Total outcome of £4941.10

Client said that after coming to the Kings Centre she felt uplifted and would like to help out by volunteering .

## **Number 3**

### **1. Profile of Client:**

Client in her early 50's reached out to me for help completing her Pip form . Clients friend , who I had previously undertaken work for advised her to get in touch with me .

### **2. Summary of issues:**

Clients health has been deteriorating for a few years and she was struggling to carry out her full time job .

Clients health problems were pretty complicated and fundamentally are auto immune related , one affecting the other .

I spoke to the client beforehand and advised her of paperwork I would need as she was under a few different consultants.



### **3. Options Discussed; Advice Given and Action taken:**

Completed the PIP form . To my astonishment client was turned down . Client was deflated and upset . I told client I believed she was entitled and I happily completed an MR- taking time to dissect DWP's explanation of reasons .

This MR letter was finalised and was sent December 2022. We then had a long wait . Client then heard this was to go to appeal . Once again , we completed the relevant papers and waited .

### **OUTCOME ;**

Client had her Tribunal at the end of August 2023 and has won !

Client has been awarded £68.10 per week PIP with £3954.53 back pay.

A total financial outcome of £7, 495.73.

## **Helping Hands in the Community**

Helping Hands Community Trust works in partnership with Oadby and Wigston Borough Council, Oadby and Wigston PCN, Trussell Trust Foodbanks and Leicester South Food Bank. These partnerships are vitally important, helping us reach far more clients in need. The partnerships also alleviate some of the pressures on other services such as the NHS when the needs of clients are better met by HHCT. This holistic approach is truly putting the patient/client at the heart of the services being provided.

We have begun working with the Integrated Care Boards in relation to developing a Leicester, Leicestershire and Rutland (LLR) Health and Wellbeing Plan. We are all too aware of the inequity among its residents.

Health equity is about removing the avoidable and unfair differences in health between different groups of people. Health equity concerns not only peoples' health but the differences in care they receive and the opportunities they have to lead healthy lives.

There are stark gaps in health equity across LLR. A boy born today in our most deprived area could be expected to die up to nearly nine years earlier than a boy born in the least deprived area. Furthermore, people from less affluent areas will be spending a greater proportion of their (often shorter) lives in poor health compared

to people from more affluent parts of our area. We want local people to be healthier, with everyone having a fair chance to live a long life in good health.

Wigston Town has significantly higher numbers of older people living in poverty when compared with Leicestershire and England (16.4% compared with England average at 14.2%)

The average house price is over 8.6 times the mean annual salary of Oadby & Wigston residents, and over 9.3 times the median average salary of Oadby & Wigston residents.

The most common industry worked in is wholesale and retail trade; repair of motor vehicles and motorcycles (19.1%), human health and social work activities (13.2%) and education (12.6%). The most common occupations are lower managerial, administrative and professional occupations at 19.5%.

Wigston Town has significantly higher numbers of older people living in poverty when compared with Leicestershire and England (16.4% compared with England average at 14.2%).

Oadby East MSOA (Middle Layer Super Output Areas) has the highest proportion of Pakistani people in Leicestershire (8%) of the population. This is followed by Oadby South and West (6.7%), Oadby North (6.6%) and Wigston North (4%). Oadby & Wigston has one LSOA (Lower Layer Super Output Areas) in the most deprived quintile, which is within the South Wigston ward – this ward also has two LSOAs within the second most deprived quintile. The other areas within this quintile are again focused around Wigston Fields, Oadby St Peters and the north of Wigston All Saints.

## **Ongoing Targets and New Plans**

### **Our main targets for 2023 - 2025:**

- To create a sustainable funding approach which will ensure the ongoing future of the Trust.
- To broaden the Trustee Board bringing in relevant skills to help the existing Board develop the Trust.

- To implement a more effective IT system which will allow the team to access information and each other while operating over a dispersed area.
- To establish a more streamlined and transparent finance process which will reduce the workload for the team but more importantly provide the Trustee Board with up to date and relevant information upon which they can react.
- To improve the HR processes within the Trust ensuring that our team are well trained and informed and that we are caring for their own well-being. This will include the establishment of a regular programme of team meetings where the Trust can inform the team members (paid and volunteer) of the strategy of the Trust and to celebrate the wonderful work each of them does for the local community.
- To engage with neighbouring authorities to enable them to understand what their residents are seeking support on, and to look at creating contracts with them to provide the resource required.
- To continue the search for more appropriate premises within South Wigston
- To evaluate the appropriateness of our current surgeries in Oadby and Wigston Magna
- To provide training opportunities and development for all team members, particularly in terms of debt.

### **Challenges for 3 or 5-year period ahead**

- Existing challenges of running and managing the charity in relation to overstretched staff and volunteer recruitment and retention, qualified and experienced staff.
- An increasingly competitive context for fundraising along with funding processes which place additional pressure on overstretched staff and trustees and the impact this has on the ability to develop and implement strategic planning.
- The need for more effective collaboration between other charities, businesses, local and national government and health and social care.
- Being viewed as a professional organisation and how this may impact on our performance and reputation.
- Identifying, managing and mitigating risk.

## **STRATEGY**

### **Short Term**

- Following the successful funding application with the National Lottery Communities Fund the Trust has moved forward with its new structure involving the recruitment of a CEO, Administrator and Office Manager.
- The Trust is looking to bed this new structure in to determine potential gaps/overlaps which will impede the moving forward of the Trust.
- The intention is to undertake a full strategic review for the Trust in the last quarter of 2023 to determine the priorities over the coming 3-5 years.

### **Medium Term Strategy**

A review planned for the last quarter of 2023 will either re-confirm the existing priorities/ways of working or challenge them. The review will look at some of the key questions about the way forward, including:

- What are our core activities/strengths?
- Where are we working? – what communities?
- How are we working? – we believe that face to face support is our main form of activity.
- Who do we work with? – what are the key partnerships we need to start, maintain, or grow.
- How do we fund our work? – how do we establish a strong and broad funding foundation that provides a longer-term stability for our service and team members
- How do we ensure people are aware of us – use us, work with us, fund us?

### **Long Term Strategy**

Currently we believe that we need to provide support and advice for those in need and vulnerable in our communities. We provide an empathetic service where clients have time to tell their story and reveal the complexity of the issues they have. We want to ensure that all those who have need to access our service can do so. This means working with other organisations to allow people to know about us and use us.

We believe that our service is increasingly unique in Leicestershire and that there is a requirement for us to seriously consider having a more visible presence across

the City and County.

We also want to review our capability to provide support for people who require a home visit.

## **Governance**

### **Information on Helping Hands Community Trust**

The Helping Hands Community Trust is a charitable company limited by guarantee (Number: 04343050), incorporated on 19<sup>th</sup> December 2001 and registered as a charity on 14<sup>th</sup> August 2002 (Number 1093415)

The Registered Office: 66-68 Blaby Road, South Wigston, Leicestershire LE18 4SD

During the year, the Trust operated and co-ordinated all service provision from this main advice centre.

Helping Hands Community Trust  
66-68 Blaby Road,  
South Wigston  
Leicestershire  
LE18 4SD  
0116 278 2001

email: [office@helpinghandscentre.co.uk](mailto:office@helpinghandscentre.co.uk)

Website: [www.helpinghandsadvice.co.uk](http://www.helpinghandsadvice.co.uk)

The Trustees who are directors for the purpose of company law and Trustees for the purpose of charity law, serving during the year and the date of this report are:

Mr Nigel Swan	Chair of Trustee Board
Rev. Leslie Gill	Vice Chair of Trustees Directors & Treasurer
Mrs. Lesley Thornton	Company Secretary
Mr. Raymond Green	Trustee
Mr. Tony Watson	Lived Experience Trustee
Ms. Kathy Oliveira	Trustee
Mr Nick Sumner	Lived Experience Trustee
Ms Claire Flinders	Trustee
Ms Sheena Morgan	Trustee – Finance

Trust Directors, collectively referred to as the Trustees of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31st March 2024 was eight.

**Independent Examiners.**

Evolve Accountants and Business Advisors Ltd

Unit 10, Whitwick Business Centre,

Phoenix Park,

Stephenson Industrial Estate,

Coalville,

Leicestershire

LE67 3HB

**Bankers**

Lloyds Bank,

7 High Street

Leicester, LE1 9FS.

The Trust/Company was established on 01 January 1997 under a Memorandum and Articles of Association that established the objects and powers of the charitable company and is governed under its articles of Association.

Company law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trust Directors should follow best practice and:

- select suitable accounting policies and then apply them consistently.
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking

reasonable steps for the prevention and detection of fraud and other irregularities.

As set out in the Articles of Association, new Trustees can be appointed by the Trustees, who may also determine the maximum number of Trustees in General Meeting. One third of Trustees must retire at Annual General Meetings and those shall be the Trustees longest in office; all retiring Trustees are eligible for re-election. The Trustees currently elect a Chair, a Vice Chair and a Company Secretary from within the Trustee body.

New Trustees are inducted by the Chair of the Trustees as to their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and the financial history of the Trust. Trustees are encouraged to make regular visits to the Advice Centre and other points of service delivery, to meet with staff, volunteers and working partners. Trustees are encouraged to attend appropriate internal and external training events.

Trustees sign both a Declarations of Interests and a Code of Conduct policy.

The Trustees administer the charity. They meet every 6 weeks to discuss all aspects of performance. The Trust employs a Chief Executive Officer (CEO) who has responsibility for the operational matters of the Trust, along with a Service Delivery Manager and an Office Manager. The CEO has delegated authority, within the terms of delegation approved by the Trustees, for operational matters, including HR and quality matters. There was no CEO in post at the end of the financial year, March 2024. Amy Davies joined the Trust as CEO on 1<sup>st</sup> May 2024.

Financial Management and Financial Control is undertaken by the Chair of Trustees (along with the Treasurer and Finance Trustee) with assistance on the day-to-day book-keeping, payroll and accounting provided by:

### **Fairfax Tax and Accounts**

Stoughton Road,  
Oadby,  
Leicestershire  
LE2 4DS

### **Risk Management**

The Trustees have a Risk Management strategy and matrix that includes annual review of the risks the charity may face, the establishment of systems and

procedures to mitigate those risks and the implementation of procedures designed to minimise any potential impact should those risks materialise.

Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed annually to ensure that they continue to meet the needs of the charity.

**Key risks currently identified as:**

**Service delivery:**

- Risk to staff, volunteers and clients from violent, aggressive, intoxicated and/or mentally ill clients.
- The need for personal defence and safety awareness.
- The inability of some of our client group to change and a revolving door need for advice and support.
- Staff and volunteers being compromised by clients who are engaged in benefits fraud.
- Cases where there is a conflict of interest.
- Unrealistic demands placed on services because of a lack of provision e.g. Mental health domestic abuse.
- Inappropriate staff or volunteer behaviour negatively influencing the reputation of the Trust.
- Major structural failure of our premises, damaged and/or dangerous equipment.
- Provision and maintenance of fire safety equipment.
- Action to be taken in an emergency.



## **Financial Review**

### **Independent Examiners**

The Trustees recommend the re-appointment of Evolve Accountants and Business Advisors Ltd as Independent Examiners and a resolution proposing this will be put to the Annual General Meeting.

### **Reserves**

The Trustees have a Reserves Policy, a copy of which is available from the registered office. In brief, this Policy establishes the need for free reserves of at least £25,000 (this being approximately 3 months operating costs) plus a contingency fund of £5,000 to enable the Trust to take advantage of opportunities. This Policy is reviewed annually. Currently the reserves are £35,435 which compared with a target of £30,000.

### **Investment policy**

The Trust is unable to invest at the current time.

### **Results**

The net incoming resources for the year amounted to £394,237 of which £253,449 had specific restrictions placed upon them. The accounts have been prepared on a going concern basis on the assumption that current funding streams will continue, and that new future funding has been secured. The Trustees continue to bid for funding and exploring partnerships and joint working that may allow Helping Hands Community Trust to continue to provide the much-needed services. One of the key responsibilities of the CEO is to identify and secure robust revenue streams. Full details of the Trust's achievements during the year can be found in the Chair's Report and the CEO's Report.

This report has been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities 2015 (The SORP 2015) and in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Approved by the Trust Directors on 19<sup>th</sup> July 2024 and authorised for issue on its behalf by Nigel Swan (Chair).



Nigel Swan  
Chair - Trustee Board of Directors

## **INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF HELPING HANDS COMMUNITY TRUST**

I report on the accounts of the Trust for the year ended 31 March 2024, which comprise the Statement of Financial Activities, Balance Sheet, Cashflow Statement and the accompanying notes.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act;

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**MR JAMES NIXON FCCA**  
Evolve Accountants and Business Advisors Limited  
Unit 10 Phoenix Park  
Stephenson Industrial Estate  
Telford Way  
Coalville  
Leicestershire  
LE67 3HB

**24 October 2024**

**Helping Hands Community Trust - Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2024, as required by the Companies Act 2006)**

		Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2024	2024	2024	2023
		£	£	£	£
<b>Income &amp; Endowments from:</b>					
Donations & Legacies		135,788	253,449	<b>389,237</b>	190,121
Other		5,000	-	<b>5,000</b>	5,000
<b>Total income</b>	<b>A</b>	<b>140,788</b>	<b>253,449</b>	<b>394,237</b>	<b>195,121</b>
<b>Expenditure on:</b>					
Charitable activities		115,960	218,416	<b>334,376</b>	210,399
<b>Total expenditure</b>	<b>B</b>	<b>115,960</b>	<b>218,416</b>	<b>334,376</b>	<b>210,399</b>
<b>Net income/(expenditure) for the year</b>		<b>24,828</b>	<b>35,033</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Transfers between funds</b>	<b>C</b>	301	(301)	-	-
<b>Net income after transfers</b>	<b>A-B-C</b>	<b>25,129</b>	<b>34,732</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Net movement in funds</b>		<b>25,129</b>	<b>34,732</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Total funds brought forward</b>		7,789	41,647	<b>49,436</b>	64,714
<b>Total funds carried forward</b>		<b>32,918</b>	<b>76,379</b>	<b>109,297</b>	<b>49,436</b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

All activities derive from continuing operations

**The notes attached on pages 35 to 42 form an integral part of these accounts.**

**Helping Hands Community Trust - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP**

	<b>Prior Year Unrestricted Funds 2023 £</b>	<b>Prior Year Restricted Funds 2023 £</b>	<b>Prior Year Total Funds 2023 £</b>
<b>Income &amp; Endowments from:</b>			
Donations & Legacies	80,116	110,005	<b>190,121</b>
Fundraising	-	-	-
Other	5,000	-	<b>5,000</b>
<b>Total income</b>	<b>85,116</b>	<b>110,005</b>	<b>195,121</b>
<b>Expenditure on:</b>			
Charitable activities	134,695	75,704	<b>210,399</b>
<b>Total expenditure</b>	<b>134,695</b>	<b>75,704</b>	<b>210,399</b>
<b>Net income/(expenditure) for the year</b>	<b>(49,579)</b>	<b>34,301</b>	<b>(15,278)</b>
<b>Transfers between funds</b>	<b>5,205</b>	<b>(5,205)</b>	<b>-</b>
<b>Net income after transfers</b>	<b>(44,374)</b>	<b>29,096</b>	<b>(15,278)</b>
<b>Net movement in funds</b>	<b>(44,374)</b>	<b>29,096</b>	<b>(15,278)</b>
<b>Reconciliation of funds:-</b>			
<b>Total funds brought forward</b>	<b>52,163</b>	<b>12,551</b>	<b>64,714</b>
<b>Total funds carried forward</b>	<b>7,789</b>	<b>41,647</b>	<b>49,436</b>

**Helping Hands Community Trust**  
**Income and Expenditure Account for the year ended 31 March 2024 as required by**  
**the Companies Act 2006**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b><i>Income</i></b>		
Income from operations	389,237	190,121
Investment income		
Other operating income	5,000	5,000
<b>Gross income in the year before exceptional items</b>	<b><u>394,237</u></b>	<b><u>195,121</u></b>
<b>Gross income in the year including exceptional items</b>	<b><u>394,237</u></b>	<b><u>195,121</u></b>
<b><i>Expenditure</i></b>		
Charitable expenditure, excluding depreciation and amortisation	333,225	209,913
Depreciation and amortisation	896	246
Governance costs	256	240
Realised losses on disposals of social investments which are programme related	-	-
<b>Total expenditure in the year</b>	<b><u>334,377</u></b>	<b><u>210,399</u></b>
<b>Net income before tax in the financial year</b>	<b>59,860</b>	<b>(15,278)</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b><u>59,860</u></b>	<b><u>(15,278)</u></b>
<b>Retained surplus for the financial year</b>	<b><u>59,860</u></b>	<b><u>(15,278)</u></b>

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

**The notes attached on pages 35 to 42 form an integral part of these accounts.**

# Helping Hands Community Trust - Balance Sheet as at 31 March 2024

	Notes	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	8	2,686	-
<b>Current assets</b>			
Debtors	10	39,924	1,921
Cash at bank and in hand		75,767	55,204
<b>Total current assets</b>		<u>115,691</u>	<u>57,125</u>
<b>Creditors: amounts falling due within one year</b>	11	<u>(7,080)</u>	<u>(5,689)</u>
<b>Net current assets</b>		108,611	51,436
<b>Total assets less current liabilities</b>		<u>111,297</u>	<u>51,436</u>
Creditors: amounts falling due after more than one year	12	(2,000)	(2,000)
<b>The total net assets of the charity</b>		<u>109,297</u>	<u>49,436</u>
<b>The total net assets of the charity are funded by the funds of the charity, as follows:-</b>			
<b>Restricted funds</b>			
Restricted Revenue Funds	19	76,379	41,647
<b>Unrestricted Funds</b>			
Unrestricted Revenue Funds	19	32,918	7,789
<b>Designated Funds</b>			
<b>Total charity funds</b>		<u>109,297</u>	<u>49,436</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the examiner is on page 27.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.



Rev. L.G. Gill (Treasurer)

Trustee

Approved by the board of trustees on 29/11/2024

## Helping Hands Community Trust

### Cash Flow Statement for the year ended 31 March 2024

		2024 £	2023 £
<b>Cash flows from operating activities</b>			
Net cash provided by /(used in ) operating activities as shown below	A	24,145	(10,356)
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment		(3,582)	-
<b>Cash flows from financing activities</b>			
Net cash provided by financing activities	C	-	-
Overall cash provided by /(used in )all activities	A+B+C	20,563	(10,356)
<b>Cash movements</b>			
Change in cash and cash equivalents from activities in the year ended 31 March 2024		20,563	(10,356)
Cash and cash equivalents at 1 April 2023		55,204	65,560
<b>Cash at bank and in hand less overdrafts at 31 March</b>		<b>75,767</b>	<b>55,204</b>

## Helping Hands Community Trust

### Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) as shown in the Statement of Financial Activities		59,861	(15,278)
<b>Adjustments for :-</b>			
Depreciation charges		896	246
Write downs of investments		-	-
Net gains on investment assets		-	-
Increase in debtors		(38,003)	(3,660)
Increase/(decrease) in creditors, excluding loans		1,391	(2,555)
<b>Net cash provided by /(used in ) operating activities</b>	<b>A</b>	<b>24,145</b>	<b>(21,247)</b>
<b>Analysis of cash and cash equivalents</b>			
		2024 £	2023 £
Cash in hand at for the year ended 31 March 2024		75,767	55,204
<b>Total cash and cash equivalents</b>		<b>75,767</b>	<b>55,204</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

### 1 Accounting policies

#### *Policies relating to the production of the accounts.*

##### **Basis of preparation and accounting convention**

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102 (effective January 2015)) and 'The FRS102 Statement of Recommended Accounting Practice 2015', (The SORP 2015), and in accordance with all applicable law in the charity's jurisdiction of registration.

##### **Risks and future assumptions**

The accounts have been prepared on a going concern basis on the assumption that grant income from funding bodies will continue to be received. The Trust continues to bid for other funds that may be available for Information, Advice and Support Services that serve to empower, enable and assist people in resolving social problems and meet the needs arising from deprivation and poverty.

#### *Policies relating to categories of income and income recognition.*

##### **Nature of Income and Income recognition**

Income, is received by way of grants, donations and gifts, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

##### **Accounting for deferred income and income received in advance**

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

##### **Recognition of liabilities and expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

##### **Volunteers**



# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

### **Tangible fixed assets**

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Plant and machinery	20	% straight line
---------------------	----	-----------------

### **Debtors**

Debtors are measured at their recoverable amounts at the balance sheet date.

### **Creditors and provisions**

As required by SORP 10.81, describe the basis on which creditors and provisions for liabilities and charges are recognised and measured

### **Cash and Bank Balances**

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

### **Leasing and hire purchase contracts and commitments**

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

### **Pensions**

The company is a member of NEST Pension Scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

## **2 Liability to taxation**

As a registered charity, the organisation is exempt from income and corporation tax to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

## **3 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

	2024	2023
	£	£
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	896	246
Pension costs	6,445	3,797

## **4 Staff costs and emoluments**

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

<b>Salary costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Gross Salaries excluding trustees and key management personnel	246,165	144,178
Employer's National Insurance for all staff	17,514	9,273
Employer's operating costs of defined contribution pension schemes	6,445	3,797
Trustees' Remuneration as detailed in note 0	-	-
<b>Total salaries, wages and related costs</b>	<b>270,124</b>	<b>157,248</b>

<b>Numbers of full time employees or full time equivalents</b>	<b>2024</b>	<b>2023</b>
The average number of total staff employed in the year was	9	10

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

### 5 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

### 8 Tangible fixed assets

	<b>Land and Buildings</b>	<b>Tenant's Fixtures and Fittings</b>	<b>Office Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 April 2023	-	24,386	33,687	58,073
Additions	-	-	3,582	3,582
<b>At 31 March 2024</b>	<b>-</b>	<b>24,386</b>	<b>37,269</b>	<b>61,655</b>
<b>Depreciation</b>				
At 1 April 2023	-	24,386	33,687	58,073
Charge for the year	-	-	896	896
<b>At 31 March 2024</b>	<b>-</b>	<b>24,386</b>	<b>34,583</b>	<b>58,969</b>
<b>Net book value</b>				
	<b>-</b>	<b>-</b>	<b>2,686</b>	<b>2,686</b>
At 31 March 2024				

### 10 Debtors

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade debtors	37,069	-
Prepayments	1,355	1,921
	<b>39,924</b>	<b>1,921</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

<b>11 Creditors: amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade creditors	794	310
Accruals	816	1,243
PAYE, NIC VAT and other taxes	3,868	3,166
Other creditors	1,602	970
	<b>7,080</b>	<b>5,689</b>

<b>12 Creditors: amounts falling due after one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Loan from Trustees	2,000	2,000

### 13 Loans to trustees included in debtors

### 14 Guarantees made by the charity on behalf of trustees

### 15 Contingent liabilities

### 16 Revaluation reserve

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
<b>At 1 April 2023</b>	-	-	-	-
Arising on revaluation during the year	-	-	-	-
Transfers in the year	(301)	-	(301)	-
<b>At 31 March 2024</b>	<b>(301)</b>	<b>-</b>	<b>(301)</b>	<b>-</b>

<b>17 Income and Expenditure account summary</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>At 1 April 2023</b>	49,437	64,715
Transfers in for the year	-	-
At 1 April 2023	49,437	64,715
Surplus/(loss) after tax for the year	59,860	(15,278)
<b>At 31 March 2024</b>	<b>109,297</b>	<b>49,437</b>

### 18 Particulars of how particular funds are represented by assets and liabilities

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

### At 31 March 2024

	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	2,686	-	-	2,686
Investments at valuation:-				
Current Assets	743	-	76,379	77,122
Current Liabilities	(7,080)	-	-	(7,080)
Long Term Liabilities	(2,000)	-	-	(2,000)
	<b>(5,651)</b>	<b>-</b>	<b>76,379</b>	<b>70,728</b>

### At 1 April 2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets		-	-	-
Investments at valuation:-				
Current Assets	15,478	-	41,647	57,125
Current Liabilities	(5,689)	-	-	(5,689)
Long Term Liabilities	(2,000)	-	-	(2,000)
	<b>7,789</b>	<b>-</b>	<b>41,647</b>	<b>49,436</b>

## 19 Change in total funds over the year as shown in Note 18 , analysed by individual funds

	Funds brought forward from 2023 £	Movement in funds in 2024 See Note 20 £	Transfers between funds in 2024 £	Funds carried forward to 2025 £
<b>Unrestricted and designated funds:-</b>				
Unrestricted revenue funds	7,789	24,828	301	32,918
<b>Total unrestricted and designated funds</b>	<b>7,789</b>	<b>24,828</b>	<b>301</b>	<b>32,918</b>
<b>Restricted funds:-</b>				
National Lottery	23,063	2,306	-	25,369
Leicestershire CC Communities Fund (Multiply)	7,628	6,303	-	13,931
Leicestershire Communities Fund	313	(266)	(47)	-
Leicester South Trussell Trust Foodbank	9,744	(2,384)	-	7,360
Leicester South Foodbank Invoices		12,895		12,895
Independent Age		12,199		12,199
Cadent - Foodbanks in Burbage and Earl Shilton		4,625		4,625
Oadby Village Hall Trust	899	(645)	(254)	-
Leicestershire and Rutland Communities Fund	-	-	-	-
<b>Total restricted funds</b>	<b>41,647</b>	<b>35,033</b>	<b>(301)</b>	<b>76,379</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

Total charity funds	49,436	59,861	-	109,297
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### 20 Analysis of movements in funds over the year as shown in Note 19

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2024	2024	2024	2024
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted revenue funds	140,788	(115,960)	-	24,828
<b>Restricted funds:-</b>				
National Lottery	97,495	(95,189)	-	2,306
Leicestershire CC Communities Fund (Multiply)	20,000	(13,697)	-	6,303
Leicester South Trussell Trust Foodbank	64,021	(66,405)	-	(2,384)
Leicester South Foodbank Invoices	33,895	(21,000)	-	12,895
Independent Age	18,063	(5,864)	-	12,199
Cadent - Foodbanks in Burbage and Earl Shilton	11,507	(6,882)	-	4,625
Oadby and Wigston Primary Care Network	4,468	(4,468)	-	-
Market Harbough building society	4,000	(4,000)	-	-
Leicestershire Communities Fund	-	(266)	-	(266)
Oadby Village Hall Trust	-	(645)	-	(645)
	<b>394,237</b>	<b>(334,376)</b>	<b>-</b>	<b>59,861</b>

### 21 The purposes for which the funds as detailed in note 19 are held by the charity are:-

#### Unrestricted and designated funds:-

Unrestricted revenue funds These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Designated revenue funds Designated funds are unrestricted funds earmarked by the Trust Directors for particular purposes.

#### Restricted funds:-

Restricted funds:- Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund,

### 22 Ultimate controlling party

The charity is under the control of its legal members.

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

*This analysis is classsified by conventional nominal descriptions and not by activity.*

### 23 Donations and Legacies

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
<b>Donations and gifts from individuals</b>				
Small donations individually less than £1000	4,896	-	<b>4,896</b>	1,465
Gift aid donation		-	-	-
St Peter's Church	1,395	-	<b>1,395</b>	160
St Paul's Church	1,500	-	<b>1,500</b>	950
Trust Deed	500			
Nigel Swan	300	-	<b>300</b>	300
Carlton Hayes		-	-	2,900
GWFN Limited	300		<b>300</b>	
East Fundraising	51		<b>51</b>	-
<b>Total donations and gifts from individuals</b>	<b>8,942</b>	<b>-</b>	<b>8,442</b>	<b>5,775</b>
<b>Grants for Advice, Information and Support Services</b>				
National Lottery		97,495	<b>97,495</b>	<b>54,561</b>
Leicestershire CC Communities Fund (Multiply)		20,000	<b>20,000</b>	<b>10,000</b>
Leicester South Trussell Trust Foodbank		64,021	<b>64,021</b>	<b>36,215</b>
Oadby and Wigston Borough Council	62,569		<b>62,569</b>	<b>56,826</b>
Leicester South Foodbank Invoices		33,895	<b>33,895</b>	
Postcode Places	25,000		<b>25,000</b>	
Severn Trent Water	21,502		<b>21,502</b>	
Independent Age		18,063	<b>18,063</b>	
Cadent - Foodbanks in Burbage and Earl Shilton		11,507	<b>11,507</b>	
Oadby and Wigston Primary Care Network	1,342	4,468	<b>5,810</b>	<b>9,130</b>
South Wigston Family Syndicate	4,000		<b>4,000</b>	<b>4,500</b>
Market Harbough building society		4,000	<b>4,000</b>	

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

J D Networks	3,000		<b>3,000</b>	
The Bridge Loughborough	2,805		<b>2,805</b>	
Nova Laboratories	1,700		<b>1,700</b>	
Co-op	1,500		<b>1,500</b>	
Leicestershire Act Satya Ram	1,428		<b>1,428</b>	
Blaby District Council	1,000		<b>1,000</b>	
Chesterton House	1,000		<b>1,000</b>	
Oadby Village Hall Trust		-	-	<b>1,075</b>
Leicestershire Communities Fund		-	-	<b>8,154</b>
The Arnold Clark Community Fund	-		-	<b>1,000</b>
Edith Murphy Foundation	-		-	<b>2,000</b>
Other Grants	-	-	-	<b>885</b>
<b>Total Grants for Advice, Information and Support</b>	<b>126,846</b>	<b>253,449</b>	<b>380,295</b>	<b>184,346</b>
<b>Total Donations and Legacies</b>	<b>135,788</b>	<b>253,449</b>	<b>388,737</b>	<b>190,121</b>

### Other income and gains

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2023
	£	£	£	£
Employment Allowance and Maternity Allowance	5,000	-	<b>5,000</b>	5,000
<b>Total other income</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>

### Expenditure on charitable activities - Direct spending

Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
2024	2024	2024	2023

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

	£	£	£	£
Gross wages and salaries - charitable activities	70,982	175,183	<b>246,165</b>	144,178
Employers' NI - Charitable activities	3,328	14,186	<b>17,514</b>	9,273
Defined contribution pension costs - charitable	1,796	4,649	<b>6,445</b>	3,797
Travel and Subsistence - Charitable Activities	509	1,135	<b>1,644</b>	964
Marketing and advertising of charitable	176	588	<b>764</b>	-
Recruitment Costs	16	1,168	<b>1,184</b>	2,023
Training	130	1,503	<b>1,633</b>	1,850
Books	-	-	-	60
Software and Subscriptions	3,277	2,922	<b>6,199</b>	6,199
License and Subscriptions	532	1,019	<b>1,551</b>	477
Direct Advice Costs	-	169	<b>169</b>	48
Professional Indemnity insurance	1,898	599	<b>2,497</b>	2,162
Costs paid on behalf of beneficiaries	-	4,680	<b>4,680</b>	180
<b>Total direct spending</b>	<b>82,644</b>	<b>207,801</b>	<b>290,445</b>	<b>171,211</b>

### Support costs for charitable activities

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2024 £	2024 £	2024 £	2023 £
<b><i>Premises Expenses</i></b>				
Rental- South Wigston Centre	6,215	6,350	<b>12,565</b>	10,995
Charges -Oadby/Wigston Magna	1,745	-	<b>1,745</b>	1,560
Room Hire	30	285	<b>315</b>	-
Light heat and power- South Wigston	2,160	-	<b>2,160</b>	2,127
Cleaning and waste management	210	-	<b>210</b>	5
Premises repairs, renewals and maintenance	98	-	<b>98</b>	2,076
Contents Insurance	519	-	<b>519</b>	285
<b><i>Administrative overheads</i></b>				
Postage, stationery and Printing	355	486	<b>841</b>	238
Software and computer expenses	1,873	-	<b>1,873</b>	2,404
Legal and Professional Fees	1,883	2,200	<b>4,083</b>	1,708
Telephone and Internet	2,010	1,059	<b>3,069</b>	2,617
Advertising and marketing	-	-	-	201
Sundry expenses	348	-	<b>348</b>	28
Minor Equipment	741	155	<b>896</b>	716
Equipment Rental	6,054	-	<b>6,054</b>	3,809
Staff Entertaining	639	80	<b>719</b>	542

***Professional fees paid to advisors other than the auditor or examiner***



## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

Accountancy fees other than examination or audit fees	7,200	-	<b>7,200</b>	7,200
<b>Financial costs</b>				
Bank charges	84	-	<b>84</b>	77
<b>Depreciation &amp; Amortisation in total for the period</b>	896	-	<b>896</b>	246
<b>Support costs</b>	<b>33,060</b>	<b>10,615</b>	<b>43,675</b>	<b>38,948</b>
<b>Other Expenditure - Governance costs</b>				
	<b>Current year Unrestricted Funds 2024 £</b>	<b>Current year Restricted Funds 2024 £</b>	<b>Current year Total Funds 2024 £</b>	<b>Prior Year Total Funds 2023 £</b>
Independent Examiner's fees	256	-	<b>256</b>	240
<b>Total Charitable expenditure</b>				
	<b>Current year Unrestricted Funds 2024 £</b>	<b>Current year Restricted Funds 2024 £</b>	<b>Current year Total Funds 2024 £</b>	<b>Prior Year Total Funds 2023 £</b>
Total direct spending	82,644	207,801	<b>290,445</b>	171,211
Total support costs	33,060	10,615	<b>43,675</b>	38,948
Total Governance costs	256	-	<b>256</b>	240
<b>Total charitable expenditure</b>	<b>115,960</b>	<b>218,416</b>	<b>334,376</b>	<b>210,399</b>

## **INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF HELPING HANDS COMMUNITY TRUST**

I report on the accounts of the Trust for the year ended 31 March 2024, which comprise the Statement of Financial Activities, Balance Sheet, Cashflow Statement and the accompanying notes.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act;

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**MR JAMES NIXON FCCA**  
Evolve Accountants and Business Advisors Limited  
Unit 10 Phoenix Park  
Stephenson Industrial Estate  
Telford Way  
Coalville  
Leicestershire  
LE67 3HB

**24 October 2024**

**Helping Hands Community Trust - Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2024, as required by the Companies Act 2006)**

		Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2024	2024	2024	2023
		£	£	£	£
<b>Income &amp; Endowments from:</b>					
Donations & Legacies		135,788	253,449	<b>389,237</b>	190,121
Other		5,000	-	<b>5,000</b>	5,000
<b>Total income</b>	<b>A</b>	<b>140,788</b>	<b>253,449</b>	<b>394,237</b>	<b>195,121</b>
<b>Expenditure on:</b>					
Charitable activities		115,960	218,416	<b>334,376</b>	210,399
<b>Total expenditure</b>	<b>B</b>	<b>115,960</b>	<b>218,416</b>	<b>334,376</b>	<b>210,399</b>
<b>Net income/(expenditure) for the year</b>		<b>24,828</b>	<b>35,033</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Transfers between funds</b>	<b>C</b>	301	(301)	-	-
<b>Net income after transfers</b>	<b>A-B-C</b>	<b>25,129</b>	<b>34,732</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Net movement in funds</b>		<b>25,129</b>	<b>34,732</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Total funds brought forward</b>		7,789	41,647	<b>49,436</b>	64,714
<b>Total funds carried forward</b>		<b>32,918</b>	<b>76,379</b>	<b>109,297</b>	<b>49,436</b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

All activities derive from continuing operations

**The notes attached on pages 35 to 42 form an integral part of these accounts.**

**Helping Hands Community Trust - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP**

	<b>Prior Year Unrestricted Funds 2023 £</b>	<b>Prior Year Restricted Funds 2023 £</b>	<b>Prior Year Total Funds 2023 £</b>
<b>Income &amp; Endowments from:</b>			
Donations & Legacies	80,116	110,005	<b>190,121</b>
Fundraising	-	-	-
Other	5,000	-	<b>5,000</b>
<b>Total income</b>	<b>85,116</b>	<b>110,005</b>	<b>195,121</b>
<b>Expenditure on:</b>			
Charitable activities	134,695	75,704	<b>210,399</b>
<b>Total expenditure</b>	<b>134,695</b>	<b>75,704</b>	<b>210,399</b>
<b>Net income/(expenditure) for the year</b>	<b>(49,579)</b>	<b>34,301</b>	<b>(15,278)</b>
<b>Transfers between funds</b>	<b>5,205</b>	<b>(5,205)</b>	<b>-</b>
<b>Net income after transfers</b>	<b>(44,374)</b>	<b>29,096</b>	<b>(15,278)</b>
<b>Net movement in funds</b>	<b>(44,374)</b>	<b>29,096</b>	<b>(15,278)</b>
<b>Reconciliation of funds:-</b>			
<b>Total funds brought forward</b>	<b>52,163</b>	<b>12,551</b>	<b>64,714</b>
<b>Total funds carried forward</b>	<b>7,789</b>	<b>41,647</b>	<b>49,436</b>

**Helping Hands Community Trust**  
**Income and Expenditure Account for the year ended 31 March 2024 as required by**  
**the Companies Act 2006**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b><i>Income</i></b>		
Income from operations	389,237	190,121
Investment income		
Other operating income	5,000	5,000
<b>Gross income in the year before exceptional items</b>	<b>394,237</b>	<b>195,121</b>
<b>Gross income in the year including exceptional items</b>	<b>394,237</b>	<b>195,121</b>
<b><i>Expenditure</i></b>		
Charitable expenditure, excluding depreciation and amortisation	333,225	209,913
Depreciation and amortisation	896	246
Governance costs	256	240
Realised losses on disposals of social investments which are programme related	-	-
<b>Total expenditure in the year</b>	<b>334,377</b>	<b>210,399</b>
<b>Net income before tax in the financial year</b>	<b>59,860</b>	<b>(15,278)</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>59,860</b>	<b>(15,278)</b>
<b>Retained surplus for the financial year</b>	<b>59,860</b>	<b>(15,278)</b>

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

**The notes attached on pages 35 to 42 form an integral part of these accounts.**

# **Helping Hands Community Trust - Balance Sheet as at 31 March 2024**

	Notes	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	8	2,686	-
<b>Current assets</b>			
Debtors	10	39,924	1,921
Cash at bank and in hand		75,767	55,204
<b>Total current assets</b>		<u>115,691</u>	<u>57,125</u>
<b>Creditors: amounts falling due within one year</b>	11	<u>(7,080)</u>	<u>(5,689)</u>
<b>Net current assets</b>		108,611	51,436
<b>Total assets less current liabilities</b>		<u>111,297</u>	<u>51,436</u>
Creditors: amounts falling due after more than one year	12	(2,000)	(2,000)
<b>The total net assets of the charity</b>		<u>109,297</u>	<u>49,436</u>
<b>The total net assets of the charity are funded by the funds of the charity, as follows:-</b>			
<b>Restricted funds</b>			
Restricted Revenue Funds	19	76,379	41,647
<b>Unrestricted Funds</b>			
Unrestricted Revenue Funds	19	32,918	7,789
<b>Designated Funds</b>			
<b>Total charity funds</b>		<u>109,297</u>	<u>49,436</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the examiner is on page 27.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.



Rev. L.G. Gill (Treasurer)

Trustee

Approved by the board of trustees on 29/11/2024

## Helping Hands Community Trust

### Cash Flow Statement for the year ended 31 March 2024

		2024 £	2023 £
<b>Cash flows from operating activities</b>			
Net cash provided by /(used in ) operating activities as shown below	A	24,145	(10,356)
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment		(3,582)	-
<b>Cash flows from financing activities</b>			
Net cash provided by financing activities	C	-	-
Overall cash provided by /(used in )all activities	A+B+C	20,563	(10,356)
<b>Cash movements</b>			
Change in cash and cash equivalents from activities in the year ended 31 March 2024		20,563	(10,356)
Cash and cash equivalents at 1 April 2023		55,204	65,560
<b>Cash at bank and in hand less overdrafts at 31 March</b>		<b>75,767</b>	<b>55,204</b>

## Helping Hands Community Trust

### Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) as shown in the Statement of Financial Activities		59,861	(15,278)
<b>Adjustments for :-</b>			
Depreciation charges		896	246
Write downs of investments		-	-
Net gains on investment assets		-	-
Increase in debtors		(38,003)	(3,660)
Increase/(decrease) in creditors, excluding loans		1,391	(2,555)
<b>Net cash provided by /(used in ) operating activities</b>	<b>A</b>	<b>24,145</b>	<b>(21,247)</b>
<b>Analysis of cash and cash equivalents</b>			
		2024 £	2023 £
Cash in hand at for the year ended 31 March 2024		75,767	55,204
<b>Total cash and cash equivalents</b>		<b>75,767</b>	<b>55,204</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

### 1 Accounting policies

#### *Policies relating to the production of the accounts.*

##### **Basis of preparation and accounting convention**

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102 (effective January 2015)) and 'The FRS102 Statement of Recommended Accounting Practice 2015', (The SORP 2015), and in accordance with all applicable law in the charity's jurisdiction of registration.

##### **Risks and future assumptions**

The accounts have been prepared on a going concern basis on the assumption that grant income from funding bodies will continue to be received. The Trust continues to bid for other funds that may be available for Information, Advice and Support Services that serve to empower, enable and assist people in resolving social problems and meet the needs arising from deprivation and poverty.

#### *Policies relating to categories of income and income recognition.*

##### **Nature of Income and Income recognition**

Income, is received by way of grants, donations and gifts, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

##### **Accounting for deferred income and income received in advance**

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

##### **Recognition of liabilities and expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

##### **Volunteers**



# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

### ***Tangible fixed assets***

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Plant and machinery	20	% straight line
---------------------	----	-----------------

### **Debtors**

Debtors are measured at their recoverable amounts at the balance sheet date.

### **Creditors and provisions**

As required by SORP 10.81, describe the basis on which creditors and provisions for liabilities and charges are recognised and measured

### **Cash and Bank Balances**

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

### **Leasing and hire purchase contracts and commitments**

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

### **Pensions**

The company is a member of NEST Pension Scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

## **2 Liability to taxation**

As a registered charity, the organisation is exempt from income and corporation tax to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

## **3 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

	2024	2023
	£	£
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	896	246
Pension costs	<u>6,445</u>	<u>3,797</u>

## **4 Staff costs and emoluments**

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

<b>Salary costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Gross Salaries excluding trustees and key management personnel	246,165	144,178
Employer's National Insurance for all staff	17,514	9,273
Employer's operating costs of defined contribution pension schemes	6,445	3,797
Trustees' Remuneration as detailed in note 0	-	-
<b>Total salaries, wages and related costs</b>	<b>270,124</b>	<b>157,248</b>

<b>Numbers of full time employees or full time equivalents</b>	<b>2024</b>	<b>2023</b>
The average number of total staff employed in the year was	9	10

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

### 5 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

### 8 Tangible fixed assets

	<b>Land and Buildings</b>	<b>Tenant's Fixtures and Fittings</b>	<b>Office Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 April 2023	-	24,386	33,687	58,073
Additions	-	-	3,582	3,582
<b>At 31 March 2024</b>	<b>-</b>	<b>24,386</b>	<b>37,269</b>	<b>61,655</b>
<b>Depreciation</b>				
At 1 April 2023	-	24,386	33,687	58,073
Charge for the year	-	-	896	896
<b>At 31 March 2024</b>	<b>-</b>	<b>24,386</b>	<b>34,583</b>	<b>58,969</b>
<b>Net book value</b>				
	<b>-</b>	<b>-</b>	<b>2,686</b>	<b>2,686</b>
At 31 March 2024				

### 10 Debtors

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade debtors	37,069	-
Prepayments	1,355	1,921
	<b>39,924</b>	<b>1,921</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

<b>11 Creditors: amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade creditors	794	310
Accruals	816	1,243
PAYE, NIC VAT and other taxes	3,868	3,166
Other creditors	1,602	970
	<b>7,080</b>	<b>5,689</b>

<b>12 Creditors: amounts falling due after one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Loan from Trustees	2,000	2,000

### 13 Loans to trustees included in debtors

### 14 Guarantees made by the charity on behalf of trustees

### 15 Contingent liabilities

### 16 Revaluation reserve

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
<b>At 1 April 2023</b>	-	-	-	-
Arising on revaluation during the year	-	-	-	-
Transfers in the year	(301)	-	(301)	-
<b>At 31 March 2024</b>	<b>(301)</b>	<b>-</b>	<b>(301)</b>	<b>-</b>

<b>17 Income and Expenditure account summary</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>At 1 April 2023</b>	49,437	64,715
Transfers in for the year	-	-
At 1 April 2023	49,437	64,715
Surplus/(loss) after tax for the year	59,860	(15,278)
<b>At 31 March 2024</b>	<b>109,297</b>	<b>49,437</b>

### 18 Particulars of how particular funds are represented by assets and liabilities

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

### At 31 March 2024

	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	2,686	-	-	2,686
Investments at valuation:-				
Current Assets	743	-	76,379	77,122
Current Liabilities	(7,080)	-	-	(7,080)
Long Term Liabilities	(2,000)	-	-	(2,000)
	<b>(5,651)</b>	<b>-</b>	<b>76,379</b>	<b>70,728</b>

### At 1 April 2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets		-	-	-
Investments at valuation:-				
Current Assets	15,478	-	41,647	57,125
Current Liabilities	(5,689)	-	-	(5,689)
Long Term Liabilities	(2,000)	-	-	(2,000)
	<b>7,789</b>	<b>-</b>	<b>41,647</b>	<b>49,436</b>

## 19 Change in total funds over the year as shown in Note 18 , analysed by individual funds

	Funds brought forward from 2023 £	Movement in funds in 2024 See Note 20 £	Transfers between funds in 2024 £	Funds carried forward to 2025 £
<b>Unrestricted and designated funds:-</b>				
Unrestricted revenue funds	7,789	24,828	301	32,918
<b>Total unrestricted and designated funds</b>	<b>7,789</b>	<b>24,828</b>	<b>301</b>	<b>32,918</b>
<b>Restricted funds:-</b>				
National Lottery	23,063	2,306	-	25,369
Leicestershire CC Communities Fund (Multiply)	7,628	6,303	-	13,931
Leicestershire Communities Fund	313	(266)	(47)	-
Leicester South Trussell Trust Foodbank	9,744	(2,384)	-	7,360
Leicester South Foodbank Invoices		12,895		12,895
Independent Age		12,199		12,199
Cadent - Foodbanks in Burbage and Earl Shilton		4,625		4,625
Oadby Village Hall Trust	899	(645)	(254)	-
Leicestershire and Rutland Communities Fund	-	-	-	-
<b>Total restricted funds</b>	<b>41,647</b>	<b>35,033</b>	<b>(301)</b>	<b>76,379</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

Total charity funds	49,436	59,861	-	109,297
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### 20 Analysis of movements in funds over the year as shown in Note 19

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2024	2024	2024	2024
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted revenue funds	140,788	(115,960)	-	24,828
<b>Restricted funds:-</b>				
				-
National Lottery	97,495	(95,189)	-	2,306
Leicestershire CC Communities Fund (Multiply)	20,000	(13,697)	-	6,303
Leicester South Trussell Trust Foodbank	64,021	(66,405)		(2,384)
Leicester South Foodbank Invoices	33,895	(21,000)		12,895
Independent Age	18,063	(5,864)		12,199
Cadent - Foodbanks in Burbage and Earl Shilton	11,507	(6,882)		4,625
Oadby and Wigston Primary Care Network	4,468	(4,468)		-
Market Harbough building society	4,000	(4,000)		-
Leicestershire Communities Fund	-	(266)		(266)
Oadby Village Hall Trust	-	(645)	-	(645)
	<b>394,237</b>	<b>(334,376)</b>	<b>-</b>	<b>59,861</b>

### 21 The purposes for which the funds as detailed in note 19 are held by the charity are:-

#### Unrestricted and designated funds:-

Unrestricted revenue funds These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Designated revenue funds Designated funds are unrestricted funds earmarked by the Trust Directors for particular purposes.

#### Restricted funds:-

Restricted funds:- Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund,

### 22 Ultimate controlling party

The charity is under the control of its legal members.

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

*This analysis is classsified by conventional nominal descriptions and not by activity.*

### 23 Donations and Legacies

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
<b>Donations and gifts from individuals</b>				
Small donations individually less than £1000	4,896	-	<b>4,896</b>	1,465
Gift aid donation		-	-	-
St Peter's Church	1,395	-	<b>1,395</b>	160
St Paul's Church	1,500	-	<b>1,500</b>	950
Trust Deed	500			
Nigel Swan	300	-	<b>300</b>	300
Carlton Hayes		-	-	2,900
GWFN Limited	300		<b>300</b>	
East Fundraising	51		<b>51</b>	-
<b>Total donations and gifts from individuals</b>	<b>8,942</b>	<b>-</b>	<b>8,442</b>	<b>5,775</b>
<b>Grants for Advice, Information and Support Services</b>				
National Lottery		97,495	<b>97,495</b>	<b>54,561</b>
Leicestershire CC Communities Fund (Multiply)		20,000	<b>20,000</b>	<b>10,000</b>
Leicester South Trussell Trust Foodbank		64,021	<b>64,021</b>	<b>36,215</b>
Oadby and Wigston Borough Council	62,569		<b>62,569</b>	<b>56,826</b>
Leicester South Foodbank Invoices		33,895	<b>33,895</b>	
Postcode Places	25,000		<b>25,000</b>	
Severn Trent Water	21,502		<b>21,502</b>	
Independent Age		18,063	<b>18,063</b>	
Cadent - Foodbanks in Burbage and Earl Shilton		11,507	<b>11,507</b>	
Oadby and Wigston Primary Care Network	1,342	4,468	<b>5,810</b>	<b>9,130</b>
South Wigston Family Syndicate	4,000		<b>4,000</b>	<b>4,500</b>
Market Harbough building society		4,000	<b>4,000</b>	

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

J D Networks	3,000		<b>3,000</b>	
The Bridge Loughborough	2,805		<b>2,805</b>	
Nova Laboratories	1,700		<b>1,700</b>	
Co-op	1,500		<b>1,500</b>	
Leicestershire Act Satya Ram	1,428		<b>1,428</b>	
Blaby District Council	1,000		<b>1,000</b>	
Chesterton House	1,000		<b>1,000</b>	
Oadby Village Hall Trust		-	-	<b>1,075</b>
Leicestershire Communities Fund		-	-	<b>8,154</b>
The Arnold Clark Community Fund	-		-	<b>1,000</b>
Edith Murphy Foundation	-		-	<b>2,000</b>
Other Grants	-	-	-	<b>885</b>
<b>Total Grants for Advice, Information and Support</b>	<b>126,846</b>	<b>253,449</b>	<b>380,295</b>	<b>184,346</b>
<b>Total Donations and Legacies</b>	<b>135,788</b>	<b>253,449</b>	<b>388,737</b>	<b>190,121</b>

### Other income and gains

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2023
	£	£	£	£
Employment Allowance and Maternity Allowance	5,000	-	<b>5,000</b>	5,000
<b>Total other income</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>

### Expenditure on charitable activities - Direct spending

Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
2024	2024	2024	2023

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

	£	£	£	£
Gross wages and salaries - charitable activities	70,982	175,183	<b>246,165</b>	144,178
Employers' NI - Charitable activities	3,328	14,186	<b>17,514</b>	9,273
Defined contribution pension costs - charitable	1,796	4,649	<b>6,445</b>	3,797
Travel and Subsistence - Charitable Activities	509	1,135	<b>1,644</b>	964
Marketing and advertising of charitable	176	588	<b>764</b>	-
Recruitment Costs	16	1,168	<b>1,184</b>	2,023
Training	130	1,503	<b>1,633</b>	1,850
Books	-	-	-	60
Software and Subscriptions	3,277	2,922	<b>6,199</b>	6,199
License and Subscriptions	532	1,019	<b>1,551</b>	477
Direct Advice Costs	-	169	<b>169</b>	48
Professional Indemnity insurance	1,898	599	<b>2,497</b>	2,162
Costs paid on behalf of beneficiaries	-	4,680	<b>4,680</b>	180
<b>Total direct spending</b>	<b>82,644</b>	<b>207,801</b>	<b>290,445</b>	<b>171,211</b>

### Support costs for charitable activities

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2024 £	2024 £	2024 £	2023 £
<b><i>Premises Expenses</i></b>				
Rental- South Wigston Centre	6,215	6,350	<b>12,565</b>	10,995
Charges -Oadby/Wigston Magna	1,745	-	<b>1,745</b>	1,560
Room Hire	30	285	<b>315</b>	-
Light heat and power- South Wigston	2,160	-	<b>2,160</b>	2,127
Cleaning and waste management	210	-	<b>210</b>	5
Premises repairs, renewals and maintenance	98	-	<b>98</b>	2,076
Contents Insurance	519	-	<b>519</b>	285
<b><i>Administrative overheads</i></b>				
Postage, stationery and Printing	355	486	<b>841</b>	238
Software and computer expenses	1,873	-	<b>1,873</b>	2,404
Legal and Professional Fees	1,883	2,200	<b>4,083</b>	1,708
Telephone and Internet	2,010	1,059	<b>3,069</b>	2,617
Advertising and marketing	-	-	-	201
Sundry expenses	348	-	<b>348</b>	28
Minor Equipment	741	155	<b>896</b>	716
Equipment Rental	6,054	-	<b>6,054</b>	3,809
Staff Entertaining	639	80	<b>719</b>	542

***Professional fees paid to advisors other than the auditor or examiner***



## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

Accountancy fees other than examination or audit fees	7,200	-	<b>7,200</b>	7,200
<b>Financial costs</b>				
Bank charges	84	-	<b>84</b>	77
<b>Depreciation &amp; Amortisation in total for the period</b>	896	-	<b>896</b>	246
<b>Support costs</b>	<b>33,060</b>	<b>10,615</b>	<b>43,675</b>	<b>38,948</b>
<b>Other Expenditure - Governance costs</b>				
	<b>Current year Unrestricted Funds 2024 £</b>	<b>Current year Restricted Funds 2024 £</b>	<b>Current year Total Funds 2024 £</b>	<b>Prior Year Total Funds 2023 £</b>
Independent Examiner's fees	256	-	<b>256</b>	240
<b>Total Charitable expenditure</b>				
	<b>Current year Unrestricted Funds 2024 £</b>	<b>Current year Restricted Funds 2024 £</b>	<b>Current year Total Funds 2024 £</b>	<b>Prior Year Total Funds 2023 £</b>
Total direct spending	82,644	207,801	<b>290,445</b>	171,211
Total support costs	33,060	10,615	<b>43,675</b>	38,948
Total Governance costs	256	-	<b>256</b>	240
<b>Total charitable expenditure</b>	<b>115,960</b>	<b>218,416</b>	<b>334,376</b>	<b>210,399</b>

## **INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF HELPING HANDS COMMUNITY TRUST**

I report on the accounts of the Trust for the year ended 31 March 2024, which comprise the Statement of Financial Activities, Balance Sheet, Cashflow Statement and the accompanying notes.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act;

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**MR JAMES NIXON FCCA**  
Evolve Accountants and Business Advisors Limited  
Unit 10 Phoenix Park  
Stephenson Industrial Estate  
Telford Way  
Coalville  
Leicestershire  
LE67 3HB

**24 October 2024**

**Helping Hands Community Trust - Statement of Financial Activities (including the Income and Expenditure Account for the year ended 31 March 2024, as required by the Companies Act 2006)**

		Current year	Current year	Current year	Prior Year
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2024	2024	2024	2023
		£	£	£	£
<b>Income &amp; Endowments from:</b>					
Donations & Legacies		135,788	253,449	<b>389,237</b>	190,121
Other		5,000	-	<b>5,000</b>	5,000
<b>Total income</b>	<b>A</b>	<b>140,788</b>	<b>253,449</b>	<b>394,237</b>	<b>195,121</b>
<b>Expenditure on:</b>					
Charitable activities		115,960	218,416	<b>334,376</b>	210,399
<b>Total expenditure</b>	<b>B</b>	<b>115,960</b>	<b>218,416</b>	<b>334,376</b>	<b>210,399</b>
<b>Net income/(expenditure) for the year</b>		<b>24,828</b>	<b>35,033</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Transfers between funds</b>	<b>C</b>	301	(301)	-	-
<b>Net income after transfers</b>	<b>A-B-C</b>	<b>25,129</b>	<b>34,732</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Net movement in funds</b>		<b>25,129</b>	<b>34,732</b>	<b>59,861</b>	<b>(15,278)</b>
<b>Total funds brought forward</b>		7,789	41,647	<b>49,436</b>	64,714
<b>Total funds carried forward</b>		<b>32,918</b>	<b>76,379</b>	<b>109,297</b>	<b>49,436</b>

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

All activities derive from continuing operations

**The notes attached on pages 35 to 42 form an integral part of these accounts.**

**Helping Hands Community Trust - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP**

	<b>Prior Year Unrestricted Funds 2023 £</b>	<b>Prior Year Restricted Funds 2023 £</b>	<b>Prior Year Total Funds 2023 £</b>
<b>Income &amp; Endowments from:</b>			
Donations & Legacies	80,116	110,005	<b>190,121</b>
Fundraising	-	-	-
Other	5,000	-	<b>5,000</b>
<b>Total income</b>	<b>85,116</b>	<b>110,005</b>	<b>195,121</b>
<b>Expenditure on:</b>			
Charitable activities	134,695	75,704	<b>210,399</b>
<b>Total expenditure</b>	<b>134,695</b>	<b>75,704</b>	<b>210,399</b>
<b>Net income/(expenditure) for the year</b>	<b>(49,579)</b>	<b>34,301</b>	<b>(15,278)</b>
<b>Transfers between funds</b>	<b>5,205</b>	<b>(5,205)</b>	<b>-</b>
<b>Net income after transfers</b>	<b>(44,374)</b>	<b>29,096</b>	<b>(15,278)</b>
<b>Net movement in funds</b>	<b>(44,374)</b>	<b>29,096</b>	<b>(15,278)</b>
<b>Reconciliation of funds:-</b>			
<b>Total funds brought forward</b>	<b>52,163</b>	<b>12,551</b>	<b>64,714</b>
<b>Total funds carried forward</b>	<b>7,789</b>	<b>41,647</b>	<b>49,436</b>

**Helping Hands Community Trust**  
**Income and Expenditure Account for the year ended 31 March 2024 as required by**  
**the Companies Act 2006**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b><i>Income</i></b>		
Income from operations	389,237	190,121
Investment income		
Other operating income	5,000	5,000
<b>Gross income in the year before exceptional items</b>	<b>394,237</b>	<b>195,121</b>
<b>Gross income in the year including exceptional items</b>	<b>394,237</b>	<b>195,121</b>
<b><i>Expenditure</i></b>		
Charitable expenditure, excluding depreciation and amortisation	333,225	209,913
Depreciation and amortisation	896	246
Governance costs	256	240
Realised losses on disposals of social investments which are programme related	-	-
<b>Total expenditure in the year</b>	<b>334,377</b>	<b>210,399</b>
<b>Net income before tax in the financial year</b>	<b>59,860</b>	<b>(15,278)</b>
Tax on surplus on ordinary activities	-	-
<b>Net income after tax in the financial year</b>	<b>59,860</b>	<b>(15,278)</b>
<b>Retained surplus for the financial year</b>	<b>59,860</b>	<b>(15,278)</b>

All activities derive from continuing operations

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

**The notes attached on pages 35 to 42 form an integral part of these accounts.**

# Helping Hands Community Trust - Balance Sheet as at 31 March 2024

	Notes	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	8	2,686	-
<b>Current assets</b>			
Debtors	10	39,924	1,921
Cash at bank and in hand		75,767	55,204
<b>Total current assets</b>		<u>115,691</u>	<u>57,125</u>
<b>Creditors: amounts falling due within one year</b>	11	<u>(7,080)</u>	<u>(5,689)</u>
<b>Net current assets</b>		108,611	51,436
<b>Total assets less current liabilities</b>		<u>111,297</u>	<u>51,436</u>
Creditors: amounts falling due after more than one year	12	(2,000)	(2,000)
<b>The total net assets of the charity</b>		<u>109,297</u>	<u>49,436</u>
<b>The total net assets of the charity are funded by the funds of the charity, as follows:-</b>			
<b>Restricted funds</b>			
Restricted Revenue Funds	19	76,379	41,647
<b>Unrestricted Funds</b>			
Unrestricted Revenue Funds	19	32,918	7,789
<b>Designated Funds</b>			
<b>Total charity funds</b>		<u>109,297</u>	<u>49,436</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the examiner is on page 27.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.



Rev. L.G. Gill (Treasurer)

Trustee

Approved by the board of trustees on 29/11/2024

## Helping Hands Community Trust

### Cash Flow Statement for the year ended 31 March 2024

		2024 £	2023 £
<b>Cash flows from operating activities</b>			
Net cash provided by /(used in ) operating activities as shown below	A	24,145	(10,356)
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment		(3,582)	-
<b>Cash flows from financing activities</b>			
Net cash provided by financing activities	C	-	-
Overall cash provided by /(used in )all activities	A+B+C	20,563	(10,356)
<b>Cash movements</b>			
Change in cash and cash equivalents from activities in the year ended 31 March 2024		20,563	(10,356)
Cash and cash equivalents at 1 April 2023		55,204	65,560
<b>Cash at bank and in hand less overdrafts at 31 March</b>		<b>75,767</b>	<b>55,204</b>

## Helping Hands Community Trust

### Reconciliation of net income/(expenditure) to net cash flow from operating activities

Net income/(expenditure) as shown in the Statement of Financial Activities		59,861	(15,278)
<b>Adjustments for :-</b>			
Depreciation charges		896	246
Write downs of investments		-	-
Net gains on investment assets		-	-
Increase in debtors		(38,003)	(3,660)
Increase/(decrease) in creditors, excluding loans		1,391	(2,555)
<b>Net cash provided by /(used in ) operating activities</b>	<b>A</b>	<b>24,145</b>	<b>(21,247)</b>
<b>Analysis of cash and cash equivalents</b>			
		2024 £	2023 £
Cash in hand at for the year ended 31 March 2024		75,767	55,204
<b>Total cash and cash equivalents</b>		<b>75,767</b>	<b>55,204</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

### 1 Accounting policies

#### *Policies relating to the production of the accounts.*

##### **Basis of preparation and accounting convention**

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102 (effective January 2015)) and 'The FRS102 Statement of Recommended Accounting Practice 2015', (The SORP 2015), and in accordance with all applicable law in the charity's jurisdiction of registration.

##### **Risks and future assumptions**

The accounts have been prepared on a going concern basis on the assumption that grant income from funding bodies will continue to be received. The Trust continues to bid for other funds that may be available for Information, Advice and Support Services that serve to empower, enable and assist people in resolving social problems and meet the needs arising from deprivation and poverty.

#### *Policies relating to categories of income and income recognition.*

##### **Nature of Income and Income recognition**

Income, is received by way of grants, donations and gifts, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

##### **Accounting for deferred income and income received in advance**

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned, and, where applicable, is accounted for as a liability and shown on the balance sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

##### **Recognition of liabilities and expenditure**

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

##### **Volunteers**



# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

### ***Tangible fixed assets***

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Plant and machinery	20	% straight line
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### **Debtors**

Debtors are measured at their recoverable amounts at the balance sheet date.

### **Creditors and provisions**

As required by SORP 10.81, describe the basis on which creditors and provisions for liabilities and charges are recognised and measured

### **Cash and Bank Balances**

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

### **Leasing and hire purchase contracts and commitments**

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

### **Pensions**

The company is a member of NEST Pension Scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

## **2 Liability to taxation**

As a registered charity, the organisation is exempt from income and corporation tax to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

## **3 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

	2024	2023
	£	£
The net surplus before tax in the financial year is stated after charging:-		
Depreciation of owned fixed assets	896	246
Pension costs	6,445	3,797

## **4 Staff costs and emoluments**

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

<b>Salary costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Gross Salaries excluding trustees and key management personnel	246,165	144,178
Employer's National Insurance for all staff	17,514	9,273
Employer's operating costs of defined contribution pension schemes	6,445	3,797
Trustees' Remuneration as detailed in note 0	-	-
<b>Total salaries, wages and related costs</b>	<b>270,124</b>	<b>157,248</b>

<b>Numbers of full time employees or full time equivalents</b>	<b>2024</b>	<b>2023</b>
The average number of total staff employed in the year was	9	10

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

No employees received emoluments (excluding pension costs) in excess of £60,000 per annum.

### 5 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

### 8 Tangible fixed assets

	<b>Land and Buildings</b>	<b>Tenant's Fixtures and Fittings</b>	<b>Office Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 April 2023	-	24,386	33,687	58,073
Additions	-	-	3,582	3,582
<b>At 31 March 2024</b>	<b>-</b>	<b>24,386</b>	<b>37,269</b>	<b>61,655</b>
<b>Depreciation</b>				
At 1 April 2023	-	24,386	33,687	58,073
Charge for the year	-	-	896	896
<b>At 31 March 2024</b>	<b>-</b>	<b>24,386</b>	<b>34,583</b>	<b>58,969</b>
<b>Net book value</b>				
	<b>-</b>	<b>-</b>	<b>2,686</b>	<b>2,686</b>
At 31 March 2024				

### 10 Debtors

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade debtors	37,069	-
Prepayments	1,355	1,921
	<b>39,924</b>	<b>1,921</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

<b>11 Creditors: amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade creditors	794	310
Accruals	816	1,243
PAYE, NIC VAT and other taxes	3,868	3,166
Other creditors	1,602	970
	<b>7,080</b>	<b>5,689</b>

<b>12 Creditors: amounts falling due after one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Loan from Trustees	2,000	2,000

### 13 Loans to trustees included in debtors

### 14 Guarantees made by the charity on behalf of trustees

### 15 Contingent liabilities

### 16 Revaluation reserve

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
<b>At 1 April 2023</b>	-	-	-	-
Arising on revaluation during the year	-	-	-	-
Transfers in the year	(301)	-	(301)	-
<b>At 31 March 2024</b>	<b>(301)</b>	<b>-</b>	<b>(301)</b>	<b>-</b>

<b>17 Income and Expenditure account summary</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>At 1 April 2023</b>	49,437	64,715
Transfers in for the year	-	-
At 1 April 2023	49,437	64,715
Surplus/(loss) after tax for the year	59,860	(15,278)
<b>At 31 March 2024</b>	<b>109,297</b>	<b>49,437</b>

### 18 Particulars of how particular funds are represented by assets and liabilities

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

### At 31 March 2024

	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	2,686	-	-	2,686
Investments at valuation:-				
Current Assets	743	-	76,379	77,122
Current Liabilities	(7,080)	-	-	(7,080)
Long Term Liabilities	(2,000)	-	-	(2,000)
	<b>(5,651)</b>	<b>-</b>	<b>76,379</b>	<b>70,728</b>

### At 1 April 2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets		-	-	-
Investments at valuation:-				
Current Assets	15,478	-	41,647	57,125
Current Liabilities	(5,689)	-	-	(5,689)
Long Term Liabilities	(2,000)	-	-	(2,000)
	<b>7,789</b>	<b>-</b>	<b>41,647</b>	<b>49,436</b>

## 19 Change in total funds over the year as shown in Note 18 , analysed by individual funds

	Funds brought forward from 2023 £	Movement in funds in 2024 See Note 20 £	Transfers between funds in 2024 £	Funds carried forward to 2025 £
<b>Unrestricted and designated funds:-</b>				
Unrestricted revenue funds	7,789	24,828	301	32,918
<b>Total unrestricted and designated funds</b>	<b>7,789</b>	<b>24,828</b>	<b>301</b>	<b>32,918</b>
<b>Restricted funds:-</b>				
National Lottery	23,063	2,306	-	25,369
Leicestershire CC Communities Fund (Multiply)	7,628	6,303	-	13,931
Leicestershire Communities Fund	313	(266)	(47)	-
Leicester South Trussell Trust Foodbank	9,744	(2,384)	-	7,360
Leicester South Foodbank Invoices		12,895		12,895
Independent Age		12,199		12,199
Cadent - Foodbanks in Burbage and Earl Shilton		4,625		4,625
Oadby Village Hall Trust	899	(645)	(254)	-
Leicestershire and Rutland Communities Fund	-	-	-	-
<b>Total restricted funds</b>	<b>41,647</b>	<b>35,033</b>	<b>(301)</b>	<b>76,379</b>

# Helping Hands Community Trust

## Notes to the Accounts for the year ended 31 March 2024

Total charity funds	49,436	59,861	-	109,297
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### 20 Analysis of movements in funds over the year as shown in Note 19

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2024	2024	2024	2024
	£	£	£	£
<b>Unrestricted and designated funds:-</b>				
Unrestricted revenue funds	140,788	(115,960)	-	24,828
<b>Restricted funds:-</b>				
				-
National Lottery	97,495	(95,189)	-	2,306
Leicestershire CC Communities Fund (Multiply)	20,000	(13,697)	-	6,303
Leicester South Trussell Trust Foodbank	64,021	(66,405)		(2,384)
Leicester South Foodbank Invoices	33,895	(21,000)		12,895
Independent Age	18,063	(5,864)		12,199
Cadent - Foodbanks in Burbage and Earl Shilton	11,507	(6,882)		4,625
Oadby and Wigston Primary Care Network	4,468	(4,468)		-
Market Harbough building society	4,000	(4,000)		-
Leicestershire Communities Fund	-	(266)		(266)
Oadby Village Hall Trust	-	(645)	-	(645)
	<b>394,237</b>	<b>(334,376)</b>	<b>-</b>	<b>59,861</b>

### 21 The purposes for which the funds as detailed in note 19 are held by the charity are:-

#### Unrestricted and designated funds:-

Unrestricted revenue funds These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Designated revenue funds Designated funds are unrestricted funds earmarked by the Trust Directors for particular purposes.

#### Restricted funds:-

Restricted funds:- Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund,

### 22 Ultimate controlling party

The charity is under the control of its legal members.

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

*This analysis is classsified by conventional nominal descriptions and not by activity.*

### 23 Donations and Legacies

	Current year Unrestricted Funds 2024 £	Current year Restricted Funds 2024 £	Current year Total Funds 2024 £	Prior Year Total Funds 2023 £
<b>Donations and gifts from individuals</b>				
Small donations individually less than £1000	4,896	-	<b>4,896</b>	1,465
Gift aid donation		-	-	-
St Peter's Church	1,395	-	<b>1,395</b>	160
St Paul's Church	1,500	-	<b>1,500</b>	950
Trust Deed	500			
Nigel Swan	300	-	<b>300</b>	300
Carlton Hayes		-	-	2,900
GWFN Limited	300		<b>300</b>	
East Fundraising	51		<b>51</b>	-
<b>Total donations and gifts from individuals</b>	<b>8,942</b>	<b>-</b>	<b>8,442</b>	<b>5,775</b>
<b>Grants for Advice, Information and Support Services</b>				
National Lottery		97,495	<b>97,495</b>	<b>54,561</b>
Leicestershire CC Communities Fund (Multiply)		20,000	<b>20,000</b>	<b>10,000</b>
Leicester South Trussell Trust Foodbank		64,021	<b>64,021</b>	<b>36,215</b>
Oadby and Wigston Borough Council	62,569		<b>62,569</b>	<b>56,826</b>
Leicester South Foodbank Invoices		33,895	<b>33,895</b>	
Postcode Places	25,000		<b>25,000</b>	
Severn Trent Water	21,502		<b>21,502</b>	
Independent Age		18,063	<b>18,063</b>	
Cadent - Foodbanks in Burbage and Earl Shilton		11,507	<b>11,507</b>	
Oadby and Wigston Primary Care Network	1,342	4,468	<b>5,810</b>	<b>9,130</b>
South Wigston Family Syndicate	4,000		<b>4,000</b>	<b>4,500</b>
Market Harbough building society		4,000	<b>4,000</b>	

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

J D Networks	3,000		<b>3,000</b>	
The Bridge Loughborough	2,805		<b>2,805</b>	
Nova Laboratories	1,700		<b>1,700</b>	
Co-op	1,500		<b>1,500</b>	
Leicestershire Act Satya Ram	1,428		<b>1,428</b>	
Blaby District Council	1,000		<b>1,000</b>	
Chesterton House	1,000		<b>1,000</b>	
Oadby Village Hall Trust		-	-	<b>1,075</b>
Leicestershire Communities Fund		-	-	<b>8,154</b>
The Arnold Clark Community Fund	-		-	<b>1,000</b>
Edith Murphy Foundation	-		-	<b>2,000</b>
Other Grants	-	-	-	<b>885</b>
<b>Total Grants for Advice, Information and Support</b>	<b>126,846</b>	<b>253,449</b>	<b>380,295</b>	<b>184,346</b>
<b>Total Donations and Legacies</b>	<b>135,788</b>	<b>253,449</b>	<b>388,737</b>	<b>190,121</b>

### Other income and gains

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2024	2024	2024	2023
	£	£	£	£
Employment Allowance and Maternity Allowance	5,000	-	<b>5,000</b>	5,000
<b>Total other income</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>

### Expenditure on charitable activities - Direct spending

Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
2024	2024	2024	2023

## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

	£	£	£	£
Gross wages and salaries - charitable activities	70,982	175,183	<b>246,165</b>	144,178
Employers' NI - Charitable activities	3,328	14,186	<b>17,514</b>	9,273
Defined contribution pension costs - charitable	1,796	4,649	<b>6,445</b>	3,797
Travel and Subsistence - Charitable Activities	509	1,135	<b>1,644</b>	964
Marketing and advertising of charitable	176	588	<b>764</b>	-
Recruitment Costs	16	1,168	<b>1,184</b>	2,023
Training	130	1,503	<b>1,633</b>	1,850
Books	-	-	-	60
Software and Subscriptions	3,277	2,922	<b>6,199</b>	6,199
License and Subscriptions	532	1,019	<b>1,551</b>	477
Direct Advice Costs	-	169	<b>169</b>	48
Professional Indemnity insurance	1,898	599	<b>2,497</b>	2,162
Costs paid on behalf of beneficiaries	-	4,680	<b>4,680</b>	180
<b>Total direct spending</b>	<b>82,644</b>	<b>207,801</b>	<b>290,445</b>	<b>171,211</b>

### Support costs for charitable activities

	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2024 £	2024 £	2024 £	2023 £
<b><i>Premises Expenses</i></b>				
Rental- South Wigston Centre	6,215	6,350	<b>12,565</b>	10,995
Charges -Oadby/Wigston Magna	1,745	-	<b>1,745</b>	1,560
Room Hire	30	285	<b>315</b>	-
Light heat and power- South Wigston	2,160	-	<b>2,160</b>	2,127
Cleaning and waste management	210	-	<b>210</b>	5
Premises repairs, renewals and maintenance	98	-	<b>98</b>	2,076
Contents Insurance	519	-	<b>519</b>	285
<b><i>Administrative overheads</i></b>				
Postage, stationery and Printing	355	486	<b>841</b>	238
Software and computer expenses	1,873	-	<b>1,873</b>	2,404
Legal and Professional Fees	1,883	2,200	<b>4,083</b>	1,708
Telephone and Internet	2,010	1,059	<b>3,069</b>	2,617
Advertising and marketing	-	-	-	201
Sundry expenses	348	-	<b>348</b>	28
Minor Equipment	741	155	<b>896</b>	716
Equipment Rental	6,054	-	<b>6,054</b>	3,809
Staff Entertaining	639	80	<b>719</b>	542

***Professional fees paid to advisors other than the auditor or examiner***



## Helping Hands Community Trust

Detailed analysis of income and expenditure for the year ended 31 March 2024 as required by the SORP 2015

Accountancy fees other than examination or audit fees	7,200	-	<b>7,200</b>	7,200
<b>Financial costs</b>				
Bank charges	84	-	<b>84</b>	77
<b>Depreciation &amp; Amortisation in total for the period</b>	896	-	<b>896</b>	246
<b>Support costs</b>	<b>33,060</b>	<b>10,615</b>	<b>43,675</b>	<b>38,948</b>
<b>Other Expenditure - Governance costs</b>				
	<b>Current year Unrestricted Funds 2024</b>	<b>Current year Restricted Funds 2024</b>	<b>Current year Total Funds 2024</b>	<b>Prior Year Total Funds 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Independent Examiner's fees	256	-	<b>256</b>	240
<b>Total Charitable expenditure</b>				
	<b>Current year Unrestricted Funds 2024</b>	<b>Current year Restricted Funds 2024</b>	<b>Current year Total Funds 2024</b>	<b>Prior Year Total Funds 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Total direct spending	82,644	207,801	<b>290,445</b>	171,211
Total support costs	33,060	10,615	<b>43,675</b>	38,948
Total Governance costs	256	-	<b>256</b>	240
<b>Total charitable expenditure</b>	<b>115,960</b>	<b>218,416</b>	<b>334,376</b>	<b>210,399</b>